



To Whom It May Concern:

The Pleasant Ridge Union School District is requesting a waiver of the late submission of our Form 471 to the Universal Service Administrative Company for our School/Library E-Rate discount.

In May of 2016, our former CBO, Nancy August, submitted the Form 471 prior to the deadline on your new online system. The form was apparently not completely filled out as we were then contacted for additional information. When we submitted the additional information, our new submission appeared to post after the deadline.

Given that we met statutory deadlines for the first submission and that the online application was new this year, we are requesting a waiver of our late entry so that we can receive the E-Rate discount. The lack of this discount will take resources away from students that need it, plain and simple.

If you have any questions or wish to discuss this matter, please contact me at (530) 268-2800.

Thank you,

Gregg S. Motarjeme  
Assistant Superintendent  
Pleasant Ridge Union School District  
*Encourage Engage Educate*

